

**TRINITY COUNTY
BOARD OF SUPERVISORS**
Trinity County Library
Conference Room
351 Main Street
Weaverville, CA

MEETING AGENDA

November 7, 2023

Chairman

Supervisor Jill Cox - District 2

Vice-Chairman

Supervisor Ric Leutwyler - District 1

Supervisor Liam Gogan - District 3

Supervisor Heidi Carpenter-Harris - District 4

Supervisor Dan Frasier - District 5

Trent Tuthill - County Administrative Officer

Margaret E. Long - County Counsel

Ashley Piker - Deputy Clerk of the Board

The Trinity County Board of Supervisors welcomes you to its meetings which are regularly scheduled for the first and third Tuesday of each month, unless altered to accommodate a holiday, starting at 9:00 a.m. at 351 Main Street, Weaverville, California.

This Board Agenda contains a brief, general description of each item to be considered. Supporting documentation is available online at www.trinitycounty.org, at the County Administrative Office located at 11 Court Street, Room 230, Weaverville, CA, during normal business hours, and in the Public Packet at the rear of the Board Chambers during the meeting.

If you would like to receive notification via email that the agenda has been posted, please send your request to clerkoftheboard@trinitycounty.org.

Members of the public wishing to present documents to the Board of Supervisors during the meeting must submit ten (10) copies to the Deputy Clerk of the Board.

During the meeting the Trinity County Board of Supervisors may take action sitting as the Board of Supervisors and as the governing body of: The Trinity County Transportation Commission, the In-Home Supportive Services Authority, the Consolidated Transit Services Agency, the Trinity County Board of Equalization, the Trinity County Housing Authority and the Solid Waste Local Task Force.

In compliance with the Americans with Disabilities Act, those requiring accommodations for this meeting should notify the Deputy Board Clerk at the County Administrative Office three (3) full business days prior to the meeting at (530) 623-1382 or clerkoftheboard@trinitycounty.org.

ZOOM INFORMATION

Join Zoom Meeting

<https://zoom.us/j/5950072851?pwd=RHp6TDhNajNJMVJHZFJIRmhacmJjUT09>

Meeting ID: 595 007 2851

Passcode: 267684

Dial In:

1 (669) 900-6833

Phone Commands: *6 Mute/Unmute; *9 Raise Hand

If you need assistance with Zoom please go to this website:

<https://support.zoom.us/hc/en-us/articles/201362283-Testing-computer-or-device-audio>

Just a reminder that the chat feature is not the appropriate forum to ask questions or provide comments. This chat should only be used to notify us of technical issues. No response will be given in acknowledgement or otherwise via the Zoom chat.

Public Comment given via Zoom can only be done audibly (not via chat), and you must either "Raise Your Hand" or use the chat to request your turn.

9:00 AM

CALL MEETING TO ORDER

PLEDGE OF ALLEGIANCE

PRESENTATIONS

Board of Supervisors

- 1.1 Receive a presentation from HRN regarding Tobacco Issues in Trinity County and the benefits of Smokefree Outdoor Areas.

No fiscal impact.

Clerk of the Board

- 1.2 Receive an update from U.S. Forest Service representatives regarding matters of interest in Trinity County.

No fiscal impact.

Veterans Services

- 1.3 Receive a presentation from Trinity County Veterans Services Officer Jennifer Dobbs regarding the Veterans program, and adopt a proclamation supporting Operation Green Light for Veterans and recognizing November 2023 as Veterans and Military Families month.

No fiscal impact.

PUBLIC COMMENT

This time is for information from the public on matters not appearing on this agenda or within the Consent Calendar. All comments are limited to three minutes and must pertain to matters within the jurisdiction of this Board. When addressing the Board please state your name for the record and address the Board as a whole through the Chair. No action or discussion will be conducted on matters not listed on the agenda, however, the Chair may refer the subject matter to the appropriate department for follow-up or schedule the matter on a subsequent Board Agenda.

REPORTS/ANNOUNCEMENTS

- 2.1** I. Report from Department Heads
- II. Report from County Administrative Officer
- III. Reports from Members of the Board of Supervisors
- IV. Reports from Ad Hocs:
 - A. Trinity County Water
 - B. Cannabis Ordinance
 - C. Economic Development

CONSENT CALENDAR

These items include routine, non-controversial matters and will be acted upon by the Board by one, roll-call motion. If a member of the public has any questions or comments on an item on the consent calendar, they may provide them now. A member of the Board or Staff may request an item be pulled and considered separately.

Behavioral Health Services

- 3.1** Approve amendment number 2 to the agreement with Northern Valley Catholic Social Services updating rates for Fiscal Year 2023/2024 per CalAIM Standards, and increasing maximum amount by \$150,000 to provide Specialty Mental Health Outpatient Services.
No impact to the General Fund; up to \$150,000 to MH Department, and up to \$150,000 in Medi-Cal revenue for the Mental Health Department.

Clerk of the Board

- 3.2** Authorize the Chairman to sign a letter supporting the Greater Hayfork Valley Park and Recreation District's Annual Hayfork Lights Parade.
No fiscal impact.
- 3.3** Approve the regular meeting minutes of May 2 and 16, 2023 and special meeting minutes of May 10 and 15, 2023 as submitted by the clerk.
No fiscal impact.
- 3.4** Adopt a resolution confirming the continuance of a local emergency due to drought conditions in the County of Trinity.
No fiscal impact.
- 3.5** Adopt a resolution confirming the continuance of a local health emergency due to

hazardous material concerns resulting from the 2021 fires in Trinity County.
No fiscal impact.

General Services

- 3.6** Approve an agreement with Buddy's Auto Center, Inc., to provide as-needed recovery, towing/removal, dismantling, and roadside assistance services at the request of the Vehicle Abatement Officer, Facilities Operations Superintendent, or the Trinity County Sheriff's Department.
Up to \$20,000 per fiscal year from the department(s) requesting services.

Health and Human Services

- 3.7** Approve an agreement with Emergency Vehicle Outfitting Company to provide purchase, installation, removal, maintenance, and programming of handheld and mounted radios and necessary ancillary equipment to support current, efficient, and effective radio communications for Health and Human Services staff.
No impact to the General Fund; \$50,000 from HHS budgets.
- 3.8** Approve amendment number 2 to the agreement with Data Strategy Consulting, LLC extending the term to December 31, 2025, increasing the maximum cost by \$299,000, and replacing Exhibit A1 to conduct Trinity County equity assessment.
No impact to the General Fund; up to \$200,000 from HHS-Public Health Branch.
- 3.9** Approve a budget adjustment for FY 23/24 for OES - Dept. 2260 increasing Revenues by \$55,000, Services & Supplies by \$53,700 and Interfund Expense by \$1,300.
No impact to the General Fund; current cash balance in OES - Fund 147 is \$212,827.

Human Resources

- 3.10** Modify the Departmental Allocation List for Community Development Department, Natural Resources Division to add 2 (Two) Environmental Compliance Specialist I/II, retroactively effective October 1, 2023.
No impact to the General Fund; approximate cost in salary and benefits per month for an Environmental Compliance Specialist I at A Step is \$7,887 and for an Environmental Compliance Specialist II at A Step is \$8,596. There is no additional budget authority needed for subject allocations, this request is to align existing positions to the Natural Resources Division.

Sheriff

- 3.11** Approve a budget adjustment for FY 23/24 for Animal Control - Dept. 2284 increasing Transfers In by \$91,000, Salaries & Benefits by \$35,153 and Services & Supplies by \$55,847; approve a budget adjustment for FY 23/24 for Health Realignment - Dept 8493 increasing Transfers Out by \$91,000 and approve a budget adjustment for FY 23/24 for Health - Dept 4402 increasing Transfers In and Transfers Out by \$91,000.
Increase in General Fund - Sheriff appropriations in the amount of \$91,000; current cash balance in General Fund Sheriff - Fund 110 is -\$1,282,634.38; current cash balance in Health - Fund 402 is \$981,635 and current cash balance in Health Realignment - Fund 493 is \$1,510,606.

- 3.12** Approve a budget adjustment for FY 22/23 for Jail Health - Dept. 2285 increasing revenues by \$40,000, Salaries & Benefits by \$1,000 and Services & Supplies by \$39,000.

Increase in General Fund - Sheriff appropriations in the amount of \$40,000; current cash balance in General Fund Sheriff - Fund 110 is \$213,128.75.

- 3.13** Approve a budget adjustment for FY 22/23 for Sheriff - Dept. 2281 increasing Transfers Out and decreasing Salaries & Benefits by \$27,000; approve a budget adjustment for FY 22/23 for Lake Patrol - Dept. 2210 increasing Transfers In and Services & Supplies by \$6,000 and approve a budget adjustment for FY 22/23 for Cannabis Eradication Program - Dept. 2280 increasing Transfers In by \$21,000, Salaries & Benefits by \$19,000 and Services & Supplies by \$2,000.

No net impact to the General Fund - Sheriff; current cash balance in General Fund Sheriff - Fund 110 is \$213,128.75; current cash balance in Lake Patrol - Fund 144 is \$-26,036 and current cash balance in Cannabis Eradication Program - Fund 148 is \$6,619.

Transportation

- 3.14** Approve an agreement with Wood Rodgers, Inc. to provide on-call engineering services in a retainer capacity to assist with management of disaster repair projects.

Up to \$999,000, majority to be covered by FEMA and CalOES with any remaining costs from RMRA funds.

COUNTY MATTERS

These items include non-routine, or controversial matters and are listed alphabetically by department. A member of the Board, Staff or public may request that an item be heard out of order.

Board of Supervisors

- 4.1** Discuss and/or take action regarding the following areas for the cannabis cultivation license fee credit/refund worksheet authorized by the Board of Supervisors on March 1, 2022:

- Establish an end date of November 15, 2023 to accept credit/refund worksheet from 2021; and
- Establish an end date of December 31, 2023, for credit/refunds to be applied;

Currently \$579,773 dollars in credits have been issued, with \$222,193 potentially remaining.

- 4.2** Discuss and/or take action to cast Trinity County's vote for Group 1 Counties representative on the County Medical Services Program Governing Board.

No fiscal Impact.

Clerk of the Board

- 4.3** Select proposals for funding pursuant to Title III Secure Rural Schools and Community Self-Determination Act of 2000 and authorize the County Administrative Officer to sign the agreements and any future amendments.

\$287,410.75 from Title III funds.

General Services

- 4.4** Approve a budget adjustment for FY 23/24 for the Abandoned Vehicle Abatement Program - Dept. 2950 increasing Transfers in and Services and Supplies by \$2,200; approve a budget adjustment for FY 23/24 for Contributions To Other Funds - Dept. 1990 increasing Transfer Out by \$2,200; and approve a budget adjustment for FY 23/24 for General Fund Contingency - Dept. 9901 decreasing appropriations for Contingency by \$2,200.

Increase in General Fund appropriations in the amount of \$2,200; current cash balance in Abandoned Vehicle Abatement - Fund 174 is -\$187.00; current balance in contingency is \$499,380.

Health and Human Services

- 4.5** Waive the reading of and enact an ordinance amending Trinity County Code Section 2.70 pertaining to Partnership HealthPlan of California Commission, introduced on October 03, 2023.

No fiscal impact.

Human Resources

- 4.6** Pursuant to Trinity County Code Section 2.60.410(A) authorize hiring Employee ID No. 01539 as an Extra Help Accounting Technician, Senior at Range G187 Step G in the Health & Human Services, effective November 07, 2023.

The hourly rate for actual hours worked for an Accounting Technician, Senior at A step is \$25.49 and at G step is \$34.16, plus applicable payroll taxes and unemployment insurance.

- 4.7** Take the following actions in the Probation Department effective December 01, 2023:
1. Approve the job descriptions, set the salary range and add to the alphabetical listing of classifications a Deputy Chief Probation Officer at range O248, Program Facilitator I at range G149 and Program Facilitator II at range G159;
 2. Modify the departmental listing of allocations for the Probation Department to add 2 Deputy Chief Probation Officers and replace Probation Corrections Counselor I/II with Program Facilitator I/II;
 3. Pursuant to Trinity County Code Section 2.60.420, reclassify Employee ID No. 00887 from an Assistant Chief Probation Officer to a Deputy Chief Probation Officer at step F and reclassify Employee ID No. 02382 from a Supervising Deputy Probation Officer to a Deputy Chief Probation Officer at step B; and
 4. Delete from the Alphabetical Listing of Classifications and job descriptions the Assistant Chief Probation Officer, Supervising Deputy Probation Office, and Probation Corrections Counselor I/II.

Approximate cost in salary and benefits per month for an Assistant Chief Probation Officer at F step is \$18,458; for a Deputy Chief Probation Officer at F step is \$18,458; for a Supervising Deputy Probation Officer at E step is \$14,110; for a Deputy Chief Probation Officer at B step is \$15,373; for a Program Facilitator I at A step is \$4,505 and for a Program Facilitator II at A step is \$4,879.

- 4.8** Adopt a resolution which authorizes the County Purchasing Agent, to sell County issued firearms.

No fiscal impact.

Planning and Zoning

- 4.9** Conduct an appeal hearing to uphold, modify, or overturn the Planning Commission's decision to deny the appeal of (P-23-22) Commercial Cannabis License (CCL) #106 for Petko Petkov, Nature Farm, Inc. on Assessor's Parcel Number 019-280-003.

Unknown fiscal impact.

- 4.10** Introduce and waive the reading of an ordinance amending Trinity County Code Section 17.18.060 pertaining to R-3/Multi-Family Zoning.

Not fiscal impact.

CLOSED SESSION

- 5.1** Government Code Section 54954.5(c) - Conference with Legal Counsel - Anticipated Litigation
No. of Cases: Two
- 5.2** Government Code Section 54954.5(c) - Conference with Legal Counsel - Existing Litigation.
Number of cases: one
- Sceper, et al. v. County of Trinity, et al. (Trinity County Superior Court Case No. 22CV071).
- 5.3** Government Code Section 54954.5(e) - Public Employee Appointment: County Counsel.
- 5.4** Government Code Section 54954.5(e) - Public Employee Evaluation: County Administrative Officer
- 5.5** Government Code section 54956.9(d)(2)&(3) - Conference with legal Counsel - Anticipated Litigation
Significant exposure to litigation - One potential case.
Complaint of alleged harassment against a member of the Board of Supervisors

ADJOURN